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COVID leave use for AMHS crew

All Vessel Employees

The Department of Administration has determined that the use of COVID-19 leave is appropriate for 14 days for the AMHS crew that are leaving Ketchikan in order to reduce the number of people in the Ketchikan shipyard.

This is appropriate because there is the potential for exposure by being in Ketchikan and we view this as a partial office closure.

The pay code <u>19ND</u> results in no loss of pay under COVID-19 Leave and is an administrative leave code so it does not reduce an employees leave balance.

Thank you

Captain Falvey